ATS: ATCO/FISO/APRON

Language Proficiency endorsement - ATS radio operator endorsement/licence

Trafikstyrelsen
Danish Civil Aviation and Railway Authority

This application form is to be send to: license@trafikstyrelsen.dk

Form 2275

Part A: To be completed by the applicant	
Date of birth	Surname
Forename(s)	
Official address	
Postcode, city (state if not DK)	
Telephone number	E-mail address
c/o address for sending licence, if different from the official address above	
Date of signature	Signature applicant

Part B: Scope of exercising privileges - Language Proficiency endorsement	
☐	ATCO - Issue or update of ATCO licence or ATCO student licence
☐	FISO - Issue or update of FISO licence or FISO student licence
☐	APRON/ATS Radio Operator - Issue or update of general radio operator licence

Part C: Scope of application - Language Proficiency endorsement	
☐	Initial issue: Radio Operator endorsement/licence and/or English language proficiency endorsement
☐	Initial issue: Radio Operator endorsement/licence and/or Danish language proficiency endorsement
☐	Revalidation/Renewal - English language proficiency endorsement
☐	Revalidation/Renewal - Danish language proficiency endorsement

Part D: To be completed be the applicant or the ANSP - Language Proficiency endorsement		
☐	Request if reduction in validity period	Requested expiry date:

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Part E: Result of language proficiency assessment of applicant - Completed by LPA												
Assessment of applicant	**Pronunciation**		**Structure**		**Vocabulary**		**Fluency**		**Comprehension**		**Interactions**	
	EN	DK	EN	DK	EN	DK	EN	DK	EN	DK	EN	DK
Level obtained												
Total score of final level			Remarks:									

Part F: Declaration by the ATS Language Testing Organisation	
I, the undersigned, hereby certify that the applicant meet the requirements for the assessment level completed in Part E:	
☐	Government issued photo ID of applicant verified
Name of ATS language testing organisation (LTO) and number:	
Name of ATS language proficiency assessor (LPA) and authorisation number:	
Date:	Signature ATS - LPA:

Part G: Secrecy of correspondence (tavshedspligt) - To be completed be initial applicants

For the initial issue of ATS radio operator endorsement/licence:
According to the ITU (International Telecommunication Union) Radio Regulations Edition of 2024, Article 17 and § 21 of the Danish tele authority's Executive Order on the use of radio frequencies without permission and on amateur radio tests and call signs, etc., secrecy of correspondence (tavshedspligt) shall be observed:

»The content and existence of radio signals received by others than those for whom they are intended may not be used, published or disclosed to unauthorized persons«.

»Indholdet og eksistensen af radiosignaler, som modtages af andre end den, for hvem de er bestemt, må ikke bruges, offentliggøres eller videregives til uvedkommende«.

I hereby declare that I will comply with the secrecy of correspondence when obtaining my ATS Radio Operator endorsement/licence c.f. BL 6-08, 5.6:	
Date:	Signature applicant:

Part H: To be completed by the ATS initial training organisation - Radio Operator endorsement/licence - Documentation required according to BL 6-08, 12.1.3 or 12.2.4 -	
☐	Attached: Documentation showing completion of theoretical initial Radio Operator training

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Note: *When language proficiency privileges are successfully revalidated or renewed and the form is completed, this form or a copy of it is valid as temporary documentation for a period of 8 weeks, counted from the date of the language assessment.*

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Annex 1: Work documentation of language proficiency **ENGLISH** - Total score to be inserted in field **E** above.

NAME OF THE APPLICANT:																																			
Language Proficiency Assessor (LPA) name and no.:																								**Total score of ENGLISH final level:**											
PRONUNCIATION - EN						**STRUCTURE - EN**						**VOCABULARY - EN**						**FLUENCY - EN**						**COMPREHENSION - EN**						**INTERACTION -EN**					
1	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**
ENGLISH language: Notes, comments and grade description required above																																			

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Annex 2: Work documentation of language proficiency **DANISH** - Total score to be inserted in field **E** above.

NAME OF THE APPLICANT: **Language Proficiency Assessor (LPA) name and no.:**																																			
Total score of DANISH final level:																																			
PRONUNCIATION - DK						**STRUCTURE - DK**						**VOCABULARY - DK**						**FLUENCY - DK**						**COMPREHENSION - DK**						**INTERACTION -DK**					
1	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**
DANISH language: Notes, comments and grade description required above																																			

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By-, Land- og
Transportministeriet

Personal Data Protection

According to the general data protection regulation (GDPR), we will inform you how we handle the personal data we receive and process about you.

We are the Data Controller - how to contact us
The Danish Civil Aviation and Railway Authority is the Data Controller for the personal data we receive on you. If you have any questions concerning processing of your personal data by the Authority, you are welcome to contact us or our independent data protection adviser via the contact details below:

Contact details for the Authority:
Carsten Niebuhrs Gade 43
1577 Copenhagen W
Tel.: 7221 8800
E-mail: info@trafikstyrelsen.dk
CBR no.: 27186386

Contact details for our data protection adviser:
E-mail: dpo@trafikstyrelsen.dk
Tel.: 41780131

The purpose of processing your personal data
The Authority processes personal data for the following purposes: Application form. Applicant must be identifiable

The legal basis for processing your personal data
The legal basis for processing your personal data comes from: Commission Regulation (EU) 2015/340 of 20 February 2015 laying down technical requirements and administrative procedures relating to air traffic controllers' licenses and certificates pursuant to Regulation (EC) No 216/2008 of the European Parliament and of the Council, amending Commission Implementing Regulation (EU) No 923/2012 and repealing Commission Regulation (EU) No 805/2011

Transfer to recipients in other countries, including to international organisations
Details of certificate may be shared with the competent authorities in other states.

Storage of your personal data
At least 5 years, but in accordance with national data protection legislation.

Your rights
According to the Data Protection Regulation, you have a number of rights regarding the processing of your personal data by us. If you want to exercise your rights, please contact us.

The right to see your data
You have the right to see the data we process on you (the right of ac- cess to documents), or to apply for access to documents.

The right of correction
You have the right to have incorrect data on you corrected.

The right of deletion
In special instances, you have the right to have data we hold on you deleted before the date on which we generally delete data. This only applies to data which we are not obliged to record.
You can read more about your rights in the Danish Data Protection Agency's guide to data subject rights at www.datatilsynet.dk

Complaints to the Danish Data Protection Agency
You have the right to complain to the Danish Data Protection Agency if you are dissatisfied with the manner in which we process your per- sonal data. You can find the Agency's contact details at
www.datatilsynet.dk